

**Harford County Government-Dept of Public Works**  
**Stormwater Management Plan Transmittal-Part 1**

Project Number: \_\_\_\_\_ SWM Plan Name: \_\_\_\_\_

ENG Firm: \_\_\_\_\_ Phone No: \_\_\_\_\_

Contact Person/Eng: \_\_\_\_\_ E-mail address: \_\_\_\_\_

<input checked="" type="checkbox"/>	SUBMITTAL TYPE (Check all that apply)	REQUIRED PACKAGE	DATE IN	DPW INITIALS	REV ID	TARGET W/O SIG	TARGET W/SIG	DATE OUT
<input type="checkbox"/>	<b>Fee Authorization Letter</b>	Signed Fee Authorization Letter (signed by corporate officer, property owner, contract purchaser, or tenant) and proof of ownership, purchase contract, or lease copy						
<input type="checkbox"/>	<b>Proof of Ownership or Lease</b>	Real property assessment record, copy of recorded deed or tax bill, copy of executed purchase contract executed settlement statement or executed lease agreement <b>Executed Operating Agreement showing authorized Members if developer entity is an LLC.</b>						
<input type="checkbox"/>	<b>CONCEPT PLAN</b>	5 folded SWM plan copy sets with 5 sets of narratives 2 computation copy sets (1 additional set each of plan and computations if structural computations are submitted) 1 SWM Concept Plan checklist <b>Fee Authorization Letter (if not previously submitted) and Proof of ownership (see above)</b>						
<input type="checkbox"/>	<b>CONCEPT PLAN SUBSEQUENT REVIEW</b>	5 folded SWM plan copy sets with 5 sets of narratives 2 computation copy sets (1 additional set each of plan and computations if structural computations are submitted) 1 folded markup SWM plan set (redlined comments) 1 markup computations (redlined comments) 1 markup Concept Plan checklist						
<input type="checkbox"/>	<b>SITE DEVELOPMENT PLAN</b>	5 folded SWM plan copy sets with 5 sets of narratives 2 computation copy sets (1 additional set each of plan and computations if structural computations are submitted) 1 copy current Preliminary Plan Approval Letter 1 SWM Site Development Plan checklist 1 SWM Concept Plan approved checklist 1-request to prepare a SWM maintenance agreement DAC Waiver letter or DAC Meeting held						
<input type="checkbox"/>	<b>SITE DEVELOPMENT PLAN SUBSEQUENT REVIEW</b>	5 folded SWM plan copy sets with 5 sets of narratives 2 computation copy sets (1 additional set each of plan and computations if structural computations are submitted) 1 folded markup SWM plan set (redlined comments) 1 markup computations (redlined comments) 1 marked-up checklist						

☐ **SCD for Pond Approval:**

☐ Reviewer Comments/Date:

☐ Reviewer Comments/Date:

☐ Reviewer Comments/Date:

☐ Reviewer Comments/Date:

☐ **Remarks→ See Back**